

Alcohol Policy

DePaul University College of Law students, student organizations, journals, and moot courts are expected to comply with each of the specified regulations for the consumption and possession of alcohol detailed below, as well as with any additional regulations listed in the Alcohol Policy in DePaul University's Code of Student Responsibility and any applicable local, state, or federal regulations or statutes.

Please see the Alcohol Policy in DePaul University's Code of Student Responsibility here:

<https://catalog.depaul.edu/student-handbooks/code-student-responsibility/university-policies-applicable-students/alcohol/>

Consumption on Campus

All possession or consumption of alcohol by students anywhere on the law school premises, including student organization offices, is prohibited, except if it is provided as part of an approved event.

- Alcohol may only be consumed in the designated event space.
- Consumption of alcohol which results in behavior that infringes on the rights of others in the community is prohibited.

Violation of this policy may be considered a violation of the DePaul Code of Student Responsibility and may lead to disciplinary action against a student organization, individual executive board members, or other students. Any student who encourages, supports, or condones the violation of these policies may also be subject to disciplinary action.

Alcohol at Student Organization Events

Any student organization that is not considered in good standing (i.e., failed to have executive board members at the mandatory trainings in April and August) will not be permitted to host an event with alcohol. With good standing and approval of the event, consumption of alcohol should not be the focal point of the event and may not be served without prior authorization from DePaul University's Office of Student Involvement.

A student org event is any and all events that are sponsored or hosted by a College of Law student organization, regardless of whether law school funds are used for the event or whether the event is on- or off-campus. All student organization events must have specific, substantive programming that is materially related to the student organization's mission and is of benefit to the law school community.

DePaul University College of Law Guidelines

- Student organizations must seek approval to have alcohol present at an event from their faculty advisor **and** the Office of Student Involvement [at least one week prior to the event date \(SEE PAGE 4\)](#).
- Each student organization is permitted to hold only one event per semester where alcohol will be served or made available.
- Student organizations may not co-sponsor an event with an alcohol distributor, bar or tavern, or other organization where alcohol is provided free-of-charge.

*If an organization wishes to host more than one event per semester where alcohol will be served, the organization must submit a request for approval from the Director of Student Advising

[at least two weeks prior to the date of the event \(SEE PAGE 5\)](#).



Requirements for Events Where Alcohol Will be Served and/or Consumed

The following requirements must be adhered to at any event where alcohol will be served or made available, whether the event is on-campus or off-campus:

1. Food (non-salty) and nonalcoholic beverages must be present at the event, in a prominent location, and available throughout the duration of the event.
2. Alcohol must be provided and served by licensed, insured, and trained bartenders. Bartenders must be Basset certified and empowered to stop serving per their formal training.
3. If underage guests might be present at the event, risk management measures aimed at ensuring they will not be served alcohol must be in place for the event.

DePaul University Campus-Wide Policies

- There must be a bartender for every 75 guests expected (so if you are expecting over 75 guests, you must hire two bartenders).
- For on-campus events, only beer and wine may be served. For off-campus events, the College of Law strongly discourages student organizations from sponsoring open bar events, especially at events where alcohol other than beer and wine will be served.
- Serving times should not exceed two and one-half hours (i.e., the bar cannot serve drinks past the 2.5 hour mark at the event) and there must be a limit of three drinks per person.
- For events with a serving period of less than two hours, there shall be a limit of two drinks per person.

In Order to Manage the Three-Drink Limit:

- Wristbands with tear off tabs must be given to every event attendee.
- The tabs on the wristband may only be removed by the bartender.
- A security officer must be present at the event, with the cost borne by the student organization.
- Board members and other event organizers from the sponsoring student organization are required not to drink alcohol so that they may effectively run and support their program.

The Advertisement of Alcohol at an Event is Prohibited.

Per the University's Display of Materials Policy, student organizations may not advertise the availability of alcohol in their event publicity.

- This applies to ALL event publicity, including online and verbal event promotion.
- Event publicity should emphasize the purpose and scope of the event, unrelated to alcohol.
- Event publicity may indicate that food and drinks will be served but no further specificity regarding the types of drinks available may be included. No drink specials may be advertised.

Violation of any of these policies may lead to disciplinary action, against both the student organization and its individual executive board members or any other students. Please note that student organizations are held responsible for the activity of their members and for any activity that occurs at an event sponsored by the student organization.



Alcohol and Substance Abuse Prevention Resources

University Counseling & Psychological Services

UCAPS offers free, collaborative, short-term, confidential, individual, and group counseling services for DePaul's students.

To schedule an in-person consultation or appointment, call (773) 325-2273.

To speak directly to a therapist 24 hours a day, 7 days a week, students should call **773-325-CARE (2273)** and Press "1" when prompted.

In case of an Urgent or Life-Threatening Emergency:

- Call **911**, go to your nearest emergency room.
- If you are on campus call Public Safety: **(312) 362-8400** (Loop).

Lawyer's Assistance Program

LAP's free and confidential services, including consultations, assessments, individual and group therapy, referrals and interventions, are available to all Illinois law students at no cost.

Please visit their website: <https://illinoislap.org/>

Schedule an individual appointment now via phone: **(800) 527-1233**.

DePaul University's Alcohol & Substance Abuse Prevention Specialist

The Alcohol & Substance Abuse Prevention Specialist is the point of contact for all outreach and initiatives pertaining to responsible substance use. Students who are found responsible for violating DePaul University's alcohol policy may be mandated to meet with the Alcohol & Substance Abuse Prevention Specialist. Students who have concerns about their alcohol use (or someone else's) may contact the Alcohol & Substance Abuse Prevention Specialist at any time and will not get into trouble for seeking help or information. The Alcohol & Substance Abuse Prevention Specialist can be reached at **(773) 325-7129**.



This form must be submitted to Ana Vazquez-Rivera, Director of Diversity, Inclusion, & Student Life, and Maria Vertuno, Assistant Dean of Student Affairs, for approval [at least two weeks prior to the event.](#)

Alcohol Permission Form for Additional Event

1. Decisions regarding requests to serve alcohol at events beyond the one event per semester that each student organization is permitted shall be made by the Dean of the College of Law, in consultation with the Associate Dean of Student Affairs.
2. If a student organization receives approval to serve alcohol at additional event(s), all other policies detailed in this policy must be adhered to, including the submission of other required approval forms.

EVENT/ PROGRAM DETAILS:

Sponsoring Student Organization(s) (Name and Acronym) AND Contact Person (Position, Email):

Which previous event(s) this semester did your student organization serve alcohol (List all that apply):

Event/ Program Title:

Event/ Program Date, Time, and Location:

Event/ Program Speakers or Participants:

How will this event be promoted? Is attendance free or is a ticket purchase required?

Please provide a statement as to the purpose/benefit of having alcohol at the event:
